



Information Announcement

October 2015 CSEA & PEF Performance Advances and CSEA Longevity Lump Sum Payments

October 8, 2015

The Office of the State Comptroller recently released payroll bulletins regarding the October 2015 Performance Advances for CSEA and PEF employees and Longevity Lump Sum Payments for CSEA employees. The details regarding the payment dates and eligibility criteria for these advances and payments are outlined below.

Performance Advances

CSEA and PEF employees in graded positions and NS positions (Grade 600), which are equated to a grade, and whose annual salary is below the job rate of the employee's current grade on the April 2015 salary schedule are eligible for a performance advance provided the employee meets all of the following criteria:

For CSEA Employees

- Is in a Bargaining Unit 02, 03, 04 or 47 position on the payment effective date;
- Has completed one (1) year of service in such grade by October 1, 2015;
- Has a Pay Basis Code of ANN (annual) on the payment effective date;
- Did not receive a performance advance in April 2015; and
- Was rated at least "Satisfactory" or its equivalent on their last annual evaluation date.

For PEF Employees

- Is in a Bargaining Unit 05 position on the payment effective date;
- Has completed one (1) year of service in such grade by October 1, 2015;
- Has a Pay Basis Code of ANN (annual) on the payment effective date;

- Did not receive a performance advance in April 2015; and
- Was rated at least “Satisfactory” or its equivalent on their last annual evaluation date.

CSEA and PEF Performance Advances will be processed for paychecks dated October 21, 2015 (Administration) and October 29, 2015 (Institution).

Longevity Lump Sum Payments

For CSEA Employees

CSEA employees in graded positions (Grades 001-025) and NS (Grade 600) positions, which are equated to a grade, are eligible for a Longevity Lump Sum Payment if the employee meets all of the following criteria:

- Is on the payroll on September 30, 2015 (Active, on paid leave of absence, or a military stipend leave) in a Bargaining Unit 02, 03, 04 or 47 position;
- Has a Pay Basis Code of ANN or BIW (only if the employee is on a Paid Military Stipend Leave);
- As of September 30, 2015, has five or more years of continuous service at a base annual salary equal to or greater than the Job Rate for their current grade; and
- Did not receive an “unsatisfactory” evaluation on their last rating date. Employees who were not rated, or not reported as “unsatisfactory” during the period, will still receive the payment.

The Longevity Lump Sum Payment will be processed in a separate check dated October 21, 2015 (Administration) and October 29, 2015 (Institution). The amount of the payment will be \$1,250 for those with five (5) through nine (9) years of continuous service at or above the Job Rate, and \$2,500 for those with ten (10) or more years of continuous service at or above the Job Rate. Please note that there will be no direct deposit for Longevity Lump Sum payments.

Employees who are on a Voluntary Reduction in Work Schedule (VRWS) on September 30, 2015 will receive the full payment. Part-time employees will receive a prorated amount based on the work percentage in effect on September 30, 2015.

For any questions regarding performance advances and/or longevity payments, please contact the BSC Payroll Unit at BSCPayrollAdmin@ogs.ny.gov or (518) 457-4272.